

COMMONWEALTH OF KENTUCKY  
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

APPLICATION OF OHIO COUNTY	)	
WATER DISTRICT FOR (1) ISSUANCE	)	
OF A CERTIFICATE OF PUBLIC	)	
CONVENIENCE AND NECESSITY	)	
FOR CONSTRUCTION OF THE	)	
SERIES III WATER SYSTEM	)	CASE NO. 2003-00034
IMPROVEMENTS; (2) AUTHORIZATION	)	
TO ISSUE SERIES III REVENUE BONDS	)	
IN THE AMOUNT OF \$1,890,000; AND	)	
(3) AUTHORIZATION TO ADJUST	)	
RATES TO PAY FOR THE ADDITIONAL	)	
INDEBTEDNESS	)	

ORDER

Ohio County Water District ( OCWD ) has petitioned the Commission to file this case electronically. Finding that use of electronic procedures will assist in a thorough and efficient review of the application and should be instituted for this proceeding, but that procedures should also exist to accommodate full participation by any persons who are entitled to intervene but who object to electronic participation, the Commission HEREBY ORDERS that:

1. This case is established as a special electronically filed case and a deviation is granted to all parties pursuant to 807 KAR 5:001, Section 14, as to all filing requirements of 807 KAR 5:001 that are inconsistent with the filing requirements as established in this Order.

2. The applicant having met the minimum filing requirements, this case is hereby considered filed as of May 2, 2003.

3. a. When filing any pleading or other document in this proceeding, the applicant and any other party participating in this case through electronic means shall, except as otherwise required by the Commission, file an original in paper medium and one copy in electronic medium.

b. When the applicant or any other party participating in this case through electronic means is unable to file a document electronically (e.g., materials that are too large or bulky to transfer to electronic medium), it shall contact the office of the Executive Director of the Commission for guidance.

4. Testimony filed by the applicant or any other party participating in this case through electronic means shall be filed in both paper and electronic form and shall be filed with a cover letter listing each person presenting testimony.

5. The electronic copy of any pleading or document shall be filed by uploading the files comprising that copy to the electronic filing site designated by the Commission's Executive Director.

6. All electronic filings shall be made in the following manner:

a. All documents and exhibits, including spreadsheets, shall be submitted in portable document format ( PDF ) and be capable of viewing with Adobe<sup>®</sup> Acrobat<sup>®</sup> Reader.<sup>™</sup>

b. Spreadsheets shall also be submitted in Microsoft<sup>®</sup> Excel 97 format.

c. All documents shall be submitted in accordance with the instructions set forth in the following hyperlink:

d. The filing shall include an introductory document in PDF format that is named `Read1st` and that contains a general description of the filing, a list of all materials not included in the electronic filing and a statement attesting that the electronically filed documents are a true representation of the original documents. The `Read1st.pdf` document and any other document that normally contains a signature shall include a signature in electronic format. The electronic version of the cover letter accompanying the paper filing may be substituted for a general description.

e. Each filing shall also contain a document in PDF format that is named `Index` and that contains a listing of each file transmitted and a brief description of its contents. The listing shall follow the format example set forth below:

<u>File Name</u>	<u>Description</u>
KAW_APP_041100.pdf	Kentucky-American Initial Application Case 2000-120
KAW_R_PSCDR1_042200.pdf	Kentucky-American Water Company's Response to the Commission's First Information Request
AGKY_RT_BFP_042300.pdf	Rebuttal Testimony of Attorney General Witness Benjamin F. Pierce

f. All files containing spreadsheets shall be self-contained and shall not contain any linked references to or macro commands involving external files.

g. If the electronic filing does not include all documents contained in the paper version (e.g., materials that are too large or bulky to transfer to electronic medium), then the absence of these materials shall be noted in the `Read1st` and `Index` files.

h. The electronic version of each document shall, where appropriate, be bookmarked to distinguish sections of the document.

i. The electronic version of each document submitted in PDF format shall be search capable.

7. The applicant and any other party participating in this case through electronic means, upon completing its transfer of files to the designated FTP site, shall notify the Commission and all other parties by electronic mail message. This message shall be transmitted to the Commission at [pscfilings@mail.state.ky.us](mailto:pscfilings@mail.state.ky.us) and to all parties designated e-mail addresses, and shall state the nature of the filing, case number, date and time of file(s) transmission, name of the party responsible for the filing, and the name and e-mail address of the person making the electronic filing. It shall also contain, as an attachment, a copy of the Read1st and Index files.

8. a. Within 10 days of the date of this Order, the applicant shall notify the Commission in writing of the e-mail address to which all electronic notices and messages related to this proceeding should be served.

b. Each party granted leave to intervene in this proceeding shall, within 5 days of entry of the Order granting intervention, notify the Commission and all other parties of record in writing of the e-mail address to which all electronic notices and messages related to this proceeding should be served. In the alternative, the intervenor shall, in writing, notify the Commission and all other parties to the proceedings of any objection to participating in this case through electronic means, and shall inform all parties of the mailing address to which paper copies of pleadings shall be sent.

9. When filing any document with the Commission, the applicant and any other party participating in this case through electronic means shall certify that:

a. The electronic version of the filing is a true and accurate copy of the document(s) filed in paper medium.

b. The electronic version of the filing has been transmitted to the Commission.

c. The party has, by electronic mail, notified the Commission and the other parties participating in this case by electronic means that the electronic version of the documents has been transmitted to the Commission.

d. The party has sent, in paper medium, a copy of its filing to any intervenor that has objected to participation in this proceeding by electronic means.

10. The Commission's Executive Director shall make all electronic filings available at [www.psc.ky.gov/pscecf/](http://www.psc.ky.gov/pscecf/) for public viewing and downloading.

11. Any party that is participating in this case by electronic means and that is serving interrogatories or requests for production of documents upon another electronically participating party shall at the time of service of that request serve upon that party by electronic mail an electronic copy of its request.

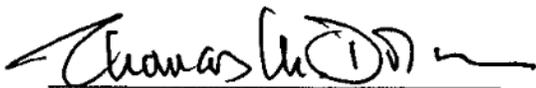
12. A document shall be considered timely filed with the Commission if it has been successfully transmitted in electronic medium to the designated FTP site within the time allowed for filing. The original document, in paper medium, shall be filed at the Commission's offices on the next business day following the electronic filing.

13. Pursuant to KRS 278.380, each party hereto shall file, within 10 days of the date of this Order, a statement as to whether it, or its agent, is capable of receiving electronic transmissions, and whether it waives any right to service of Commission Orders by United States mail.

Done at Frankfort, Kentucky, this 14<sup>th</sup> day of May, 2003.

By the Commission

ATTEST:

A handwritten signature in black ink, appearing to read "Charles H. [unclear]", written over a horizontal line.

Executive Director